APPROVED

BoD Minutes
October 16, 2024

This meeting was held via Zoom, beginning at 8:30pm.

BoD members present.

Lucas Ferreira (GA) General Chair
Mike Wardwell (PAC) Admin Vice-Chair
Rob Copeland (UNAT) Finance Vice-Chair
Nancy Harmon (PAC) Secretary
Hugh Convery (GA) Senior Vice-Chair
Charlotte Foggin (ABSC) Senior Athlete Rep
Ava Kornegay (RAYS) Junior Athlete Rep
Wil Bayer (SA) Coaches Chair
Tommie L. Jackson (CAD) DE&I Chair

BoD members absent.

Brook Kubik (SA) Safe Sport Chair
Kevin Sullivan (OAC) Treasurer
Landry Liston (BT) Sr Athlete Rep at Large
Wes Hamborg (WRA) Tech Planning Chair
Mike Radford (ABSC) Age Group Vice-Chair
Clarice Wasmuth (DYNA) Officials Chair
Ishaan Narvekar (TWS) Jr. Athlete Rep at-Large
Joel Witt (SST) Junior Coaches Representative

GASI Swimming staff present

Sammie Burchill, Executive Director

GASI Swimming staff absent.

Others Present

Call to order, approval of minutes.

L. Ferreira called the meeting to order at 8:35pm.

Motion:	R. Copeland	to approve BoD minutes from September 18, 2024 (M. Wardwell 2^{nd})
	Discussion:	none
	Vote:	approved by acclamation
	Resolution:	September 18, 2024, minutes approved

L. Ferreira opened the meeting welcoming our newest Board member Joel Witt (SST) the Junior Coaches Chair. He asked S. Burchill to make sure Joel was receiving all the proper communications. Wil Bayer added that the Coaches Committee is working on Senior and Age Group Coach of the Year.

Officer Reports

Athletes (C. Foggin) Present, report submitted.

- C. Foggin reported that in their October meeting they set their goals for the year.
    - Focus on growing the committee and making sure they have representation from every team. They have requested that each team identify a representative to the committee. They want to hear the athlete's opinions and give them a voice.
    - Working on developing an Athlete Mentoring program for athletes interested in becoming a Jr. Rep. The goal is to inform and educate the athletes about the position prior to elections. They want to make sure the new representatives have the proper experience and work well within the LSC.
    - Growing their social media presence. Would like to make it more interactive. Will be highlighting athletes.
    - Talked about working with Sammie and introduced each representative.

L. Ferreira recommended everyone read the athletes' very extensive report. He noted that he had received his request for an Athlete and asked that the committee verify with S. Burchill their list of coaches' emails, to make sure it is a current list.

Finance Committee (R. Copeland) Present, report submitted.

- September 30, 2024, closed the books.
    - Sanction fees and registration fees are on track with last year and slightly ahead of budget.
    - Total revenue $314,000 – 92% of budget
        - $26,000 under budget, mainly driven by not showing Dividend Income as earned income.
        - No LSC camps held ($15,000).
        - Zone Team's income was slightly under what was budgeted, due to being a smaller team.
    - Expenses
        - Administrative costs are up because of new hire and overlap of personnel.
        - Total expenses ended up 98% of budget
            - Result of not having camps ($15,000 not spent, hits both income and expense side of budget).
        - Net operating loss for the year of $31,000.
            - Much worse than our budgeted $10,000 and worse than last year's $26,000 loss. Must look how to fix.
                - Due to: Zone team and Open Water expenses.
                    - Net expense was $66,000, significantly higher than anticipated.
- Finance committee is looking for ways to be better on both the revenue and expense side.
    - Recommend Executive Director takeover oversight of Zone Team expenditures and any contracts with vendors or expenditures associated with Age Group Zones or Open Water. We need to look for ways to cut costs to get back to level budgeting.

- M. Wardwell stated that he thinks as an LSC we need stronger protocols for not staying within the budget. Not directed directly at Disability but they went $9,000 over budget on an avoidable expense. They had an unexpected expense when they found that the pool was not donated (as it had been in the past). As an LSC we need to think about what the penalty is when one blows their budgeted funds.
  - R. Copeland agreed, we need more control. We need contracts in place ahead of time. If something is more than budgeted may need to move or cancel an event.
  - M. Wardwell suggested if you blow by your budget may need to come out of next years allocated funds.
  - R. Copeland mentioned that the Finance Committee has no teeth to do anything about these situations. When he took over this position, he expected that you could spend up to your allocated amount and you were then responsible for the rest.
  - L. Ferreira reiterated this is why we are moving some responsibility to staff rather than volunteers. Question becomes how to control expenses.
    - This is the second year in a row with a significant red line. Need to find a way to get events not to blow budgets.
    - It is ok if we lose a little bit of money if we feel we are investing in the event. But this overspending cannot continue.
    - W. Bayer asked about committees looking at camps. Are they aware that they cannot sign contracts?
      - R. Copeland responded they should know this and only the General Chair, Secretary, Executive Director, and Treasurer may sign contracts for the LSC.
      - L. Ferreira added that in the past he would negotiate the contract and then ask the General Chair to sign it.
    - Contracts need to go through Staff, General Chair, and Treasurer.

General Chair (L. Ferreira) Present, report submitted.

- Thanks to all the ABM delegates for submitting their reports. He received a lot of positive feedback.
  - Reports from delegates were sent out by email and posted on the website.
  - Many responded that it helps them feel more connected to the LSC and USAS.

Officials Chair (C. Wasmuth) Not present, report submitted.

- L. Ferreira reported that he was able to facilitate a meeting at the ABM with C. Wasmuth, S. Burchill, and the USAS Sanction Chair. We are now looking into a new tool from USAS for LSC Sanctions that is built into the SWIMS database. It sounds like there are some positives as well as negatives to it.
  - Those that have used it for the Block Party meets, say it is quicker, but Sanctioned meets would still need to go through Sanction Chair to make sure everything is covered.
  - Found out that GASI Policy Manual currently mandates that as part of the sanctioning process we need to name Referee, Starter, Stroke and Turn. This is not a requirement of USAS. C. Wasmuth believes the Officials would be fine with striking this portion of our Meet Information. She will work with the Governance Committee to make changes in the Policy

    Manual to reflect only USAS requirements. This will make the new template shorter and easier to navigate.
  - S. Burchill added:
    - There are positives to working toward using this system within SWIMS, but there is still a manual aspect. It is not as progressed as we would like it.
    - Having everything in one place will streamline the process.
    - Approval is still by Sanction Committee.
    - Eric Stetson from USAS/Niagara has shared their template. It is fill in the blanks.
  - L. Ferreira stated that it should be one page of mandated USAS information. Currently GASI has more. They will pilot this with 3 or 4 clubs. If this works, they will move out from there.
- Any questions, read Officials report or reach out directly to C. Wasmuth.

Tech Planning (W. Hamborg) Not present, report submitted.
- L. Ferreira presented the finalized LCM calendar.
  - Any changes within the next month, no action necessary, contact W. Hamborg.
  - Changes after that, go through the procedures on the website, permission from Tech Planning and others hosting meets on the same dates, is necessary.
  - No approval/vote necessary, calendar just needs to be presented to the BoD.
- L. Ferreira asked that S. Burchill check with W. Hamborg to verify how he'd like this posted (links and/or website).

Administrative Reports
Executive Director (S. Burchill**)** Present, report submitted.
- Registration files sent.
  - Big jump over last month.
  - Still a couple 1000 below what we have budgeted.
- S. Burchill advised that she has contacted coaches and clubs as to their status with good results. Many now in compliance. All should know their status.
- If anyone is not up to date on their Certifications and Safety Training, let her know, she will be happy to facilitate getting them complete.
- W. Bayer asked that the file be reformatted to fit on one page. It is hard to follow in its present state.

Discussion:
- L. Ferreira noted that at this point last year we had 831 new premium athletes, this year a few more. There are less renewals. The way it works is that one does not have to renew until the end of the year. Flex has doubled this year. This might be affected by Block Party; athletes may not upgrade. We will need to watch data.
- The way the Flex membership works is that you may compete in up to two meets. You may not compete in a championship level meet. M. Wardwell stated that Age Group needs to look at the Peach State Championships. Do they count as a Championship meet? The meet is currently not in the Policy Manual. L. Ferreira expressed that Age Group Committee needs to look into this, and someone needs to look at the Policy Manual. Athletes in the past have had to be Premium members.

Committee Reports:

Governance Committee: (A. Hamborg) Not present, report submitted.

Travel Fund: (H. Convery) Present, report submitted.

- Budget approved.
  - Came in under budget.
  - Spent under amount collected.
  - Next year max will be $1,200 per athlete with no meet limit. (September-August)
  - Max for summer meets $1,000 per athlete (May-August).

Old Business

L. Ferreira presented that he just learned that the Mighty Mega LSC Event in November 8-11, 2024, is not sponsored by USAS this year. If we send someone, we will now be responsible for entire cost (travel, Chicago lodging, $190/night, and per diem, $50/day). We had discussed sending 2 representatives. It would be about $1,000 per delegate. USAS is supporting the event by sending staff.

Motion: M. Wardwell should we send anyone to Mighty Mega (R. Copeland 2nd)

Discussion:

- M. Wardwell observed that he is unable to find any information on this event.
- L. Ferreira shared that he has attended a similar meeting when associated with Iowa LSC. He was new to governance and was able to bring back good information to his LSC. It is a good networking event. There is no direct impact but could give us long term impact.
- N. Harmon added that it's strange that we are 2-3 weeks out and there is no available agenda? She asked who is sponsoring it and how often is the meeting held. L. Ferreira replied LSC's are divided into 3 sizes; it would be every 3 years, and he agreed that there is very little information.
- L. Ferreira then shared a recently received email and agenda with the BoD.
- M. Wardwell said since we have an agenda, we could send one person for a max of $1,000, but no more (since we had budgeted $500 for two). It looks like a good networking event. R. Copeland agreed.
- Amended motion: send only one LSC representative to Might Mega LSCs conference to keep costs within $1,000.

Vote: Unanimous approval

Resolution: S. Burchill will attend Might Mega as our single representative.

New Business

Surcharge exception request.

- Wil Bayer, representing Swim Atlanta, requested a $25.00 facility charge for Best of the South meet, March 2025.
- This is a sectional level meet for Age Group and Senior athletes, meet held at Georgia Tech and we have approved this amount in the past for Atlanta Classic.

Motion: W. Bayer allow $25.00 Facility charge for Best of the South (R. Copeland 2nd)
Discussion: no discussion
Vote: Unanimous approval
Resolution: Best of the South $25.00 facility charge approved.

Announcements

- Next BoD meeting will be November 20, 2024, 8:30pm.

Adjournment

Motion: R. Copeland to adjourn (T. Jackson 2nd)
Discussion: no discussion
Vote: Unanimous approval
Resolution: meeting adjourned 9:28pm

Respectfully submitted:

Nancy Harmon
GASI Secretary
October 23, 2024

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Submitted Reports

General Chair

October General Chair Report.pdf

Athletes Report

October Athletes Report.pdf

Finance Committee

October Finance Budget vs. Actuals 2

October Finance Committee Meeting

October Finance Statement of Financ

Age Group Committee

October Age Group Committee Report.p

Executive Director

October Executive Director Report.pdf

Technical Planning

Technical Planning 2025 LCM Calendar.

Senior Committee

Sr committee meeting minutes 10.

proposed2025srsumstateorderofevent:

Officials Committee

October Officials Report.pdf

Registrar

October LSC Club Membership Breakd

October LSC Club Membership Breakd

October LSC Transaction Summai

October LSC Transaction Summai

Governance Committee

October Governance Report.

Coaches Committee

October Coaches Report.pdf

Admin Vice Chair no report submitted.
Coaches Committee no report submitted.
Personnel Committee no report submitted.

Operations Risk no report submitted.
Safe Sport no report submitted.
DE&I Committee no report submitted.